



COMMUNITY SERVICE REPORT FORM

All secondary students will be required to complete community service hours for graduation. Students will be required to serve the following number of hours for each year while at OCS. If the hours are not completed during that year, the unserved hours will be carried over as an additional requirement the following year:

7 th – 10 hours	10 th – 25 hours
8 th – 15 hours	11 th – 30 hours
9 th – 20 hours	12 th – 35 hours

- Students may serve their hours the preceding summer.
- Students must serve their non-OCS hours at an approved non-profit organization or non-paid volunteer work (not for a relative or family member).

Student Name: _____ Grade: _____

Date	Place of Service	Start Time	End Time	Total Hours	Supervisor Signature	Supervisor Phone #	Description of work done

Total number of hours worked: _____

Parent Signature

Date

Student Signature

Date

OCS Administrator's Signature

Date

For Office Use Only (082005)

Processor's Signature

Date Processed

Notes: